

CARTAGENA+40 PROCESS

FOLLOW UP AND COORDINATION MECHANISM FOR THE IMPLEMENTATION OF THE CHILE PLAN OF ACTION 2024-2034

TERMS OF REFERENCE

I. BACKGROUND

The Cartagena Process, launched in 1984, is a space for reflection among the countries of Latin America and the Caribbean, focused exclusively, in a spirit of solidarity and comprehensiveness, on the protection and durable solutions for refugees, displaced and stateless persons in the region.

Over the past four decades, countries have engaged in constructive deliberations, agreeing on joint, coordinated, and solidarity-based strategies to respond to challenges related to international protection, integration, sustainable solutions, and the eradication of statelessness.

On 12 December 2024, as part of the Cartagena+40 Process, the **Chile Declaration and Plan of Action 2024-2034 (PAC)** was adopted by consensus, reaffirming the humanitarian, apolitical, and solidarity-based nature of the region.

The PAC is divided into five chapters, which include 11 programmes and recommend 101 actions to be developed by countries over the coming decade. Building on the Mexico Plan of Action (Chapter 4: “Mechanisms for Promotion, Implementation, Monitoring and Evaluation”) and the Brazil Plan of Action (Chapter 7: “Regional Cooperation” and Chapter 8: “Implementation and Follow up”), Chapter 4 of the PAC establishes a **“Follow up and Coordination Mechanism for the implementation of the Plan of Action”** (MSC / Mechanism).

II. GENERAL PROVISIONS

This Mechanism will uphold the Spirit of Cartagena by promoting coherence between international commitments, national contexts and the needs of refugees, displaced persons and stateless persons. It will consolidate the principles of solidarity, shared responsibility and cooperation across the region throughout the decade, avoid duplication, support effective mobilization of resources and financial assistance, and ensure the inclusion of non-State actors.

It also aims to foster alignment between the recommendations of the PAC and the objectives of the Global Compact on Refugees (GCR, 2018), as well as the commitments made by countries of the region at the Global Refugee Forums (GRF) and High-Level Officials Meetings (HLOM). It will coordinate with other regional processes (CARICOM, SICA, Quito Process, MERCOSUR, MIRPS, among others) to optimize and strengthen common and innovative responses to the region’s challenges.

The objectives of the Follow up and Coordination Mechanism are:

- Establish a coordinated, solidarity-based and efficient implementation system for the PAC's actions.
- Determine regional priorities for each chapter of the PAC to facilitate effective cooperation and collaboration through the creation of the Support Platform.
- Promote convergence between the PAC's recommendations and the commitments of the Global Compact on Refugees and the Global Alliance to End Statelessness, in order to strengthen protection and foster durable, sustainable solutions.
- Identify synergies and complementarity with other subregional, regional and global forums on protection and solutions, to avoid duplication and strengthen common and innovative responses at the regional level.
- Through the PAC Support Platform, promote international cooperation and more efficient, flexible technical, material and financial collaboration that is adapted to national contexts and aligned with the PAC's priorities.
- Strengthen cooperation with the United Nations system, the Inter-American human rights system, and promote the inclusion of PAC activities and programmes in national Sustainable Development Cooperation Frameworks with the United Nations.
- Maintain international visibility of the Cartagena Process by contributing to global debates and drawing attention to protection needs and solution opportunities for refugees, displaced and stateless persons, as well as for transit and host communities.
- Ensure effective and constructive participation of civil society, academia, organizations led by refugees, displaced and stateless people, the private sector, international financial institutions, international organizations and cooperation agencies, donor and cooperating States, local authorities, national human rights institutions, expert entities and other relevant actors.
- Strengthen international cooperation and solidarity with countries receiving a high number of returned nationals, in line with the principles of the Cartagena Declaration.

III. STRUCTURE OF THE FOLLOW UP AND COORDINATION MECHANISM

MEMBER STATES. The Mechanism will be composed of Latin American and Caribbean countries, both those that adopted the Chile Declaration and Plan of Action and those that share the principles and values of the Cartagena Process.

PRESIDENCY. Chile, as leader of the Cartagena+40 Process, will hold the **Presidency** of the Mechanism throughout the decade of the PAC. It will chair the Mechanism's meetings and those of the Support Platform, in coordination with the Vice-Presidency and other subregional forums and mechanisms.

VICE-PRESIDENCY. Chile will be supported by a **rotating Vice-Presidency** for a **two-year term**, renewable once. The Presidency will invite a country from the region to assume this role, which will be communicated to members under a silence procedure. The Vice-Presidency will assist the Presidency in monitoring and coordination. It may:

- a) Co-convene meetings,
- b) Work jointly with the Presidency and Technical Secretariat on implementing the Mechanism and the Support Platform,

- c) Host meetings, at the request of the Presidency,
- d) Lead specific PAC programmes, at the request of the Presidency,
- e) Lead bilateral or multilateral negotiations, as requested, and
- f) Take on other tasks arising from the Mechanism's needs.

TECHNICAL SUPPORT. UNHCR will act as **Technical Secretariat under the coordination of the Presidency, supporting** the preparation and delivery of documents and meetings, assisting in the follow up system for PAC progress and impact indicators, and facilitating liaison with international organizations and, when needed, with Member States.

IV. FUNCTIONING OF THE MECHANISM

- The Presidency, with the support of the Vice Presidency, where applicable, will coordinate biennial meetings for the countries of Latin America and the Caribbean to define regional implementation priorities for the chapters of the Plan of Action and assess progress. Since the Plan of Action also serves as a regional platform aligned with the Global Compact on Refugees, these meetings will be convened six months prior to each Global Refugee Forum (GRF) and each High-Level Officials Meeting (HLOM) established by the Global Compact on Refugees.
- This space will enable the region to review progress on the commitments undertaken at the global level and, where appropriate, guide the formulation of new pledges for the GRF in coherence with the PAC implementation priorities.
- Following each meeting, the Technical Secretariat will prepare a document outlining priority areas, progress, and challenges for each Chapter of the PAC, based on the guidance provided by Member States for the upcoming biennium and aligned with the GRF and other regional and subregional fora.
- The regional implementation priorities will be presented by the Presidency, with the support of the Vice Presidency as appropriate, to the Support Platform and other relevant spaces, in order to mobilize technical, material, and/or financial support.
- The Follow-up Mechanism will operate with the support of the Technical Secretariat to advance coordination with the Support Platform and organize coordination meetings with relevant actors and mechanisms.
- Civil society, academia, organizations led by refugees, displaced and stateless people, the private sector, international financial institutions, donor and cooperating countries, UN agencies, funds and programmes, local authorities, and other relevant stakeholders may be consulted and invited to participate in the follow-up, evaluation, updating, and implementation meetings of the PAC. Contributions may also be requested from expert entities—such as those involved in the design of the Cartagena+40 consultation process—to support the implementation and periodic review of the Chile Plan of Action throughout the decade.

V. SUPPORT PLATFORM AND COORDINATION WITH OTHER STAKEHOLDERS

- The PAC Support Platform —inspired by the Global Compact on Refugees— will aim to meet the implementation needs of the PAC. It will be designed by the Follow up and Coordination Mechanism.
- Development actors, financial institutions, cooperating countries and entities, the private sector, civil society, organizations led by refugees, displaced and stateless people, academia, local governments, national human rights institutions, and UN agencies will engage with the Mechanism through the Support Platform.
- Civil society, academia, and organizations led by refugees, displaced and stateless people are invited to autonomously establish Follow up Networks for the Chile Plan of Action. The Presidency will ensure ongoing dialogue with these networks and coordinate their participation in the Mechanism and Support Platform as appropriate.
- The Technical Secretariat will maintain continuous dialogue with the networks to support their participation.
- The private sector is invited to create a Regional Network of Refugee-Supportive Companies aligned with PAC programmes and objectives. The Presidency will ensure ongoing dialogue and coordinate its engagement with the Support Platform as appropriate.
- Local authorities, municipalities, national human rights institutions and other local actors will engage with the Mechanism and the Support Platform through the Cities of Solidarity programme.

VI. FOLLOW UP, EVALUATION AND REPORTING

Before each biennial meeting, the Presidency, supported by the Technical Secretariat, will present a report on progress and good practices in PAC implementation, including references to other regional processes to avoid duplication and support a unified regional response. This report will inform the priority-setting process for the following biennium.